ORDER FOR SUPPLIES AND SERVICES

REQUISITION/REFERENCE NUMBER	PAGE	OF	PAGES
00000128	1		3

1. DATE OF ORDER	2. ORDER NUMBER	3. CONTRACT NUMBER	4. PDN NUMBER
04/29/2022 03:07:18 PM EDT	47QFRA22F0008	GS00Q14OADS611	

FOR GOVERNMENT USE ONLY

5. ACCOUNTING AND APPROPRIATION DATA

FUND	FUNCTION CODE	B/A CODE	CC-A	C/E CODE	FY	REGION
285F	AF151	AA20		H08		
CC-B	**PROJ./PROS NO.**	**O/C CODE**	**ORG. CODE**	**W/ITEM**	**PRT./CRFT**	
		25	Q08FA000			

6. TO: CONTRACTOR (Name, address and zip code)

ODYSSEY SYSTEMS CONSULTING GROUP, LTD. 201 EDGEWATER DR STE 270 WAKEFIELD, Massachusetts 01880-6223 United States (781) 245-0111

7. TYPE OF ORDER

A. ☐ PURCHASE

Please furnish the following on the terms and conditions specified on the order and he attached sheets, if any, including delivery as indicated.

B. ☐ DELIVERY (For Supplies)

This delivery order is issued subject to the terms and conditions of the above numbered contract.

C. ☒ TASK ORDER (For Services)

This task order is issued subject to the terms and conditions of the above numbered contract.

8A. Data Universal Numbering System (DUNS) Number	8B. Taxpayer Identification Number (TIN)
(b) (4)	(b) (4)

9A. BUSINESS CLASSIFICATION

Contracts and Grants

D. MODIFICATION NUMBER	AUTHORITY FOR ISSUING
P00000	

Except as provided herein, all terms and conditions of he original order, as heretofore men ioned, remain unchanged.

9B. START DATE: 05/10/2022

9C. COMPLETION DATE: 06/08/2022

10. ISSU NG OFFICE (Address, Zip Code, and Telephone Number)

Denver Federal Center W 6th Avenue & Kipling Street Denver, Colorado 80225 United States Kristin A Batalon 303-236-1676 kristin.batalon@gsa.gov

11. REMITTANCE ADDRESS (MANDATORY)

ODYSSEY SYSTEMS CONSULTING GROUP, LTD. 201 EDGEWATER DR STE 270 WAKEFIELD, Massachusetts 01880-6223 United States

12. SHIP TO (Consignee Address, Zip Code and Telephone Number)

SMC Space Domain Awareness Division Annette M Parsons 1050 Stewart Ave Peterson AFB, Colorado 80914 United States 719-556-2217

13. PLACE OF INSPECTION AND ACCEPTANCE

Annette M Parsons 1050 Stewart Ave Peterson AFB, Colorado 80914 United States 719-556-2217

14. REQUISITION OFFICE (Name, Symbol and Telephone Number)

GSA FAS AAS Region 08 Denver Federal Center W 6th Avenue & Kipling Street Denver, Colorado 80225 United States Elaine M Holloway (b) (6) elaine.holloway@gsa.gov

15. F.O.B. POINT	16. GOVERNMENT B/L NUMBER	17. DELIVERY F.O.B. POINT	18. PAYMENT/DISCOUNT TERMS
Destination		06/08/2022	Net 30 Days / 0% 0 Days

19. SCHEDULE

ITEM NUMBER (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	See Continuation Page				

20. RECEIVING OFFICE (Name, Symbol and Telephone Number)

SMC Space Domain Awareness Division (719) 619-9124

TOTAL FROM 300-A(s) ▷

21. MAIL INVOICE TO: (Electronic Invoice Preferred)

General Services Administration (FUND)
The contractor shall submit invoices electronically by logging into the ASSIST portal (https://portal.fas.gsa.gov),navigating to the appropriate award, and creating the invoice for that award. For additional assistance contact the ASSIST Helpdesk at 877-472-4877. Do NOT submit any invoices directly to the GSA Finance Center (neither by mail nor via electronic submission).

22. GROSS SHIP WEIGHT

GRAND TOTAL ▷ $1,500,000.00

23. SHIPPING POINT

See Block 6

24A. FOR INQUIRIES REGARDING PAYMENT CONTACT:	24B. TELEPHONE NUMBER
KC Finance Accounts Payable	1-800-676-3690

25A. NAME AND TITLE OF OFFEROR/CONTRACTOR

26A. UNITED STATES OF AMERICA *(NAME OF CONTRACTING/ORDERING OFFICER)*

David J Shamburger

25B. SIGNATURE	25C. DATE SIGNED	26B. SIGNATURE	26C. DATE SIGNED
		David J Shamburger	04/29/2022 03:07:18 PM EDT

PERFORMANCE WORK STATEMENT (PWS)

FOR

DIRECTORATE OF SPECIAL PROGRAMS (SSC/ECZG)

Space Domain Awareness (SDA) Support Services Contract

February 24, 2022

Table of Content:

Contents

1 Introduction

1.1 Scope

SDA Support Services will require contractors to provide expertise and experience to accomplish a broad range of technical acquisition and advisory services (A&AS). First, SDA Support Services shall facilitate intra-dependent integration with the entire Space Domain Awareness (SDA) enterprise, as codified by the functional activities listed in the Space Situational Awareness (SSA) Initial Capabilities Document (ICD), from the tactical to strategic levels. Second, SDA Support Services shall also provide inter-dependent integration with the entirety of the broader Space Enterprise, since SDA is a core competency of the USSF and directly enables all aspects of space operations that originate in, from and through the space domain. To this end, SDA Support Services support shall provide awareness and insight into the equities of the broader Space Enterprise at Congressional and Executive Branch levels, to include an understanding of Department of Defense, Department of Commerce, Office of Director of National Intelligence, National Aeronautics and Space Administration, and Combatant Commander objectives and desired outcomes. The SDA Support Services contract will also require contractors to interface across the whole of the US Space Force, to include HQ United States Space Force (USSF), the Office of the Undersecretary for Space Acquisition, and each of the USSF Field Commands (FIELDCOM), Space Systems Command (SSC), Space Operations Command (SpOC), and Space Training and Readiness Command (STARCOM).

SDA Support Services covers all SSC/ECZG requirements necessary to facilitate internal and external technical and strategic engagement activities that will enable the proper integration of SDA functions across the whole of the Space Enterprise. The following technical and strategic engagement skill sets are needed to achieve the full scope of the SDA Support Services contract and are generally codified as follows:

- Strategic Planning
- Enterprise Integration
- Technical Acquisition
- Engineering Management
- Sustainment Engineering
- System Development

Table 1 General Overview of Technical Skill Sets Needed for SDA Support Services

Strategic Planning	Enterprise Integration	Engineering Management	Technical Acquisition	Sustainment	System Development
Policy	Mission Roadmaps & Scheduling	Baseline Management (Configuration)	Specialty Engineering (25 Disciplines)	Technical Documentation & Orders	System Integration
Lead Community Technical Forums	Technical Roadmaps	Data Management	Systems Safety and Environmental	Failure Analysis	System Design
Develop Cross-Community Strategies	Exercise & Wargame Support	Risk Management	System Security	Metrics	System Effectiveness and Analysis Support
Public Affairs & Communications	Digital Strategy Alignment	Technical Planning	Integrated Logistics Support	Operations Technical Support	Launch Processing and Verification
International Affairs	Financial Analysis	Systems Engineering	Test and Evaluation	Spares Analysis	Modeling and Simulation
Science & Technology	Cost Estimation	Requirements Decomposition	Acquisition Support	Deficiency Resolution	Software Independent Verification and Validation
	PPBE Management		Cyber & Defensive Cyber Security	Training	Mission Assurance Support
					Architecture Support

The scope of this contract allocates the aforementioned skillsets across the following five functional areas to codify the specific requirements that the SDA Support Services contractor shall have to perform. These five areas are: Acquisition and Product Support, Sustainment Engineering & Sustainment Management, Technical Order (TO) Management, Technical User Interface, and System Design, Engineering and Integration. The contractor shall establish processes and assign appropriate resources to effectively perform sustainment engineering, sustainment management, mission engineering, product support/life-cycle logistics, user interface functions, communications network management for long-term sustainment, and strategic alignment of SDA with the broader Space Enterprise. These tasks are to be executed laterally with the Space Domain Awareness Division (SSC/ECZG) depot and development contractors. The contracted level of effort work described in the PWS may necessitate the prioritization of effort with the expectation of all tasks being completed.

1.2 Directorate Overview

Introduction

The Special Programs Directorate at Los Angeles Air Force Base, California (SSC/ECZ), equips US forces with critical national space capabilities, ranging from communications to space domain awareness (SDA) to space control. All activities are oriented around supporting the US Space Force's broader ability to maintain space superiority. SSC/ECZG directs the planning, development, research Testing Development and Evaluation RTD&E, testing, deployment, and sustainment of a complex and dynamic portfolio of capabilities of the highest national priority. SMC/ECG executes a multi-billion-dollar per year budget to develop and support operational systems worldwide with a geographically distributed program office and a 1,000+ person industry team located at multiple locations throughout the country. SSC/ECZG provides classified weapon systems and infrastructure support systems to meet current and projected Department of Defense (DoD) operational requirements.

The Space Domain Awareness Division (SSC/ECZG) executes sustainment program management, sustaining engineering, mission engineering, maintenance and supply support, service life extension programs, major and minor weapon system modifications and development, development, and RTD&E and sustainment of data tools/products and organizational level support for the following types of operational Space Force assets: SDA space- and ground-based sensors (radar and optical), space command and control (C2) capability, the overall integration and exploitation of traditional and non-traditional data sources, and the integration of USSF and US Space Command (USSPACECOM) Operational Centers and Floors located at many installations across the Continental United States (CONUS). Specifically, the ECZG Division's sensors provide timely and accurate metric, space object identification (SOI), and other types of phenomenology data via the development, sustainment, integration, and expansion of space-based and ground-based sensors that detect, track and identify any object in the Geocentric and Cislunar orbit regimes. These sensors provide data through a data architecture to populate and maintain the SDA Space Catalog and provide support for special events (e.g. space launches, satellite breakups, and maneuvers). The ECZG Division supports the 18th Space Control Squadron (18SPCS) and the 18SPCS's hot-back-up, and the 18SPCS Detachment 1 (formerly known as the Distributed Space Command and Control (DSC2) Center at Dahlgren (DSC2-D)). The ECZG Division also provides manpower to, and supports integration of, the National Space Defense Center (NSDC), enables Command and Control for the Space Surveillance Network (SSN), and supports the development and sustainment of critical threat warning and threat processing tools through the Integrated Space Situational Awareness (ISSA) program. Finally, SSC/ ECZG leads monitoring of natural radiation and emissions in the Space Environment as a critical component of the larger Space Domain Awareness mission set.

To accomplish the aforementioned activities, programmatic, technical, functional and strategic advisory support is needed to ensure that SDA, as a core competency of the USSF, supports the needs of the end-to-end space enterprise. SSC/ECZG is therefore decomposed into portfolios that handle both the strategic and tactical needs of integrating the different aspects of the SDA mission into the broader space enterprise.

SSC/ ECZG Portfolios

Radar Sensors Portfolio (SSC/ECZGR): The Radar Portfolio supports the Eglin Radar, C-Band Australia and Ascension Radars, the Space Fence Radar, the Ground Based Radar at Kwajalein Atoll, the Ionospheric Ground Sensor (IGS) network, the Deep Space Advanced Radar Capability (DARC) Technology Demonstration, the DARC Program of Record, supports multiple international cooperative engagements (e.g. Japan Deep Space Radar), and the Ground Radar Upgrades activity. Holistically, ECZGR develops and sustains all aforementioned weapon systems and leads modernization and upgrade projects to maintain these radar sensor's missions. . As the threat evolves, so to must the radar architecture. Awareness of external community ground radar activities is therefore essential to ensure that there is cross-domain, cross-title, and multi-national synergy for integrating the space domain.

ECZGR Mission: Provide timely and accurate metric, SOI and other phenomenology data on both near Earth (NE) and deep space (DS) objects. ECZGR ensures the development, sustainment and survival of the USSF dedicated and augmenting ground radar architecture. ECZGR provides support USSPACECOM space defense, strategic surveillance & general defense intelligence surveillance missions within the space superiority mission area.

SDA SUPPORT SERVICES ECZR Operating Locations:

System	**Location**
Eglin	Eglin AFB, Florida
C-Band Australia	Exmouth, Australia
C-Band Ascension	Ascension Island
Space Fence	Kwajalein
IGS	Global
DARC Tech Demonstration	New Mexico
DARC Program of Record	Global (CONUS, EUCOM, PACOM)
International Radars	mix
Ground Radar Upgrades	CONUS & Kwajalein
Ground Based Radar Kwajalein	Kwajalein
Other Activities & SBIR Contracts	Colorado Springs, CO; Various

Ground Optical & Non-Traditional Sensing Portfolio (SSC/ECZGO): The ECZGO portfolio supports the Ground-based Electro-Optical Deep Space Surveillance (GEODSS) System, the operationalization/sustainment of the Space Surveillance Telescope (SST), and the development of the Ground Based Optical Surveillance System (GBOSS) or an equivalent SST "like" capability upgrade to GEODSS for implementing advance electro optical technologies, develops the Advanced Technology Sensor, leads the SEON Solar Observation sensors, leads the MARK IV-B global network of passive RF direct read-out sensors, and drives multiple SDA science and technology (S&T) activities. The ECZGO Portfolio ensures development and sustainment of the aforementioned weapon systems and leads modernization and upgrade projects to maintain the optical sensor's missions. As the threat evolves, so to must the ground-optical and passive RF architecture. Awareness of external community ground optical and passive RF activities is therefore essential to ensure that there is cross-domain, cross-title, and multi-national synergy for integrating the space domain.

EZGO Mission: Detects and monitors Deep Space objects in earth orbit. ECZGO monitors solar and ionospheric activity. ECZGO provides support to USSPACECOM space defense, strategic surveillance & general defense intelligence surveillance missions within the space superiority mission area.

SDA SUPPORT SERVICES ECZGO Operating Locations:

System	Location
GEODSS (current)	New Mexico; Hawaii; Diego Garcia
GBOSS/GEODSS (future)	New Mexico; Hawaii; Europe; PACOM
Space Surveillance Telescope	Exmouth, Australia
SEON	Global
MARK IV-B	Global
GEODSS Test Bed	Yoder, CO
Other Activities and SBIR Contracts	Colorado Springs, CO; Various

Advanced Capabilities Branch (SSC/ECZGA): The Advanced Capabilities Branch oversees the command and control of SDA assets, the integration of multiple US Space Command operational floors, the Data Program Office responsible for re-engineering the broader data architecture for the Space Enterprise through programs such as the Unified Data library, RedLAN, and the Non-traditional Prep-Processor (NDPP), the purchase and orchestration of Commercial SDA services for the broader space enterprise, and multiple data exploitation activities to include: ISSA (Integrated Solutions for Situational Awareness), SET4D and MASE (Military Application of the Space Environment) and the AI/ML (Artificial Intelligence and Machine Learning) Sandbox at Maui, Hawaii. ECZGA also supports execution of the global sensor watch program, an activity focused on fusing the broader space enterprise from an end to end perspective. In addition, this branch is exploring the integration of additional communication interfaces and communications hosts, developing future command and control capabilities, operationalizing products, tools, and algorithms to better leverage existing data sources in support of Battle Management Command and Control that reside

both in SSC/ECZG and SSC/ECX, guiding and supporting development of the future collateral Space Command and Control system for SDA, developing SDA sensor dynamic tasking capability, support to multiple combatant commands, and directly supports multi-domain and multi-department USG data exploitation activities. For this reason, the ECZGA portfolio directly supports and integrates with the other ECZG portfolios and with external ECZG stakeholder organizations.

ECGZA Mission: Maintain Space C2 and synergize/integrate capabilities to provide USSPACECOM, USSTRATCOM, USNORTHCOM, ODNI, JADC2, ABMS, Space Systems Command, the Space Operations Command, and the Space Warfare and Analysis Center to provide timely support and service for space capabilities to protect and defend air, land, sea, and space forces.

SDA SUPPORT SERVICES ECZGA Locations:

System	Location
Mission Processing System	Dahlgren, VA
Integrated Solutions for Situational Awareness (ISSA)	Colorado Springs, CO
MASE	Colorado Springs, CO
SWAFS/SET4D	Colorado Springs, CO
Astrodynamic Support Workstation (ASW)	Colorado Springs, CO; Lompoc, CA; Dahlgren, VA; Chantilly, VA
Common Framework Environment (CFE)	Colorado Springs, CO; Lompoc, CA; Dahlgren, VA
Commercial SDA Services (SDA Market Place)	Colorado Springs, CO
Unified Data Library (UDL)	Colorado Springs, CO
RedLAN	Colorado Springs, CO
NDPP	Colorado Springs, CO
Global Sensors on Integrated Network (GSIN)	Colorado Springs, CO; Omaha, NE
Pivot SDA Artificial Intelligence & Machine Learning Sandbox	Maui, HI; Colorado Springs, CO
Pivot SDA Commercial Experimentation Environment Sandbox	Dahlgren, VA; Colorado Springs, CO
Pivot SDA BMC2 Integration Sandbox	Colorado Springs, CO
Pivot SDA Sensors & Prototyping Sandbox	Boston, MA
Other Activities & SBIR Contracts	Colorado Springs, CO Various Locations
Global Sensor Watch (GSW)	Colorado Springs, CO Various Locations

Program Integration Branch (SSC/ECZGI): The Program Integration Branch supports the entire Space Domain Awareness Division, including tracking costs and expenditures (WSS Expenditure Funding, Baseline Expenditure Funding, and Investment funding), Financial Plan development, CAFDEx Brochure management, R-Doc management, managing all contract activities, facility management, cross Division processes (in coordination with the ECZG Chief Engineer and their staff), internal and external "tasker" management, and configuration/data management. The Maintenance Of Space Situational Awareness Integrated Capabilities (MOSSAIC) contract is managed under ECZGI. ECZGI also ensures the overall Division configuration baseline by providing system traceability for the management of released specifications, drawings, Interface Control Documents (ICDs), and software media and documentation.

Within ECZGI is the Division Strategic Element (DSE) that leads the ECZG SDA Community Review and similar space enterprise reviews to ensure programmatic and/or strategic forums that align Title 10, Title 50, and other stakeholder (such as the Department of Commerce, NASA, etc.) activities and requirements to the betterment of the broader SDA and Space Enterprise. The DSE drives portfolio integration, both internal to all ECZG portfolios and directly aligns with (and supports) the broader external space enterprise, to include oversees foreign disclosure activities in support on International Program activities and cyber security management. The DSE leads the codification of S&T functions, orchestrates mission roadmaps for SDA, Space C2, BMC2, Operational Centers, and the Pivot SDA efforts. ECZGI oversees all cyber activities from a cyber-hygiene and defensive cyber operations perspective.

Through the DSE, support is provided to the Executive Agent for SDA, an office that is collocated with SSC/ECZG and provides the strategic integration of the entire SDA mission area from an acquisition, operations, and "organize, train and equip" perspective. This includes supporting architectural analysis, leading mission area integration at the Space Systems Command, USSF, and Combatant Command levels. It also includes direct engagement will all external stakeholders (such as each of the USSF Fields Commands, HQ USSF, and SAF/SP) to ensure consistently and synergy of effort as the SDA mission stays ahead of the evolving threat. Finally, ECZGI supports Policy analysis to proactively inform those USG policies that enable or inhibit optimal SDA operations.

ECZGI Mission: Management of all ECZG resources and infrastructure support contracts, including Scientific and Engineering Technical Assistance (SETA) and Depot Maintenance contract vehicles, to ensure the efficient sustainment, modernization and/or development of all ECZG weapon systems and capabilities. ECZGI also oversees the ECZG superset of integrated SDA Roadmaps for the ECZG suite of sensors and C2 capabilities. ECZGI leads the integration of all SDA activities internal to ECZG, as well as oversees (via the DSE) alignment of ECZG with the broader space enterprise from an international affairs, S&T, Policy, Pivot SDA, and stakeholder interaction perspective.

SDA Support Services ECZGI Locations:

System	Location
Business Operations	Colorado Springs, CO
Division Strategic Element	Greater Washington DC Area Colorado Springs, CO Los Angeles, CA Other Various Locations
Roadmaps	Colorado Springs, CO Los Angeles, CA
Pivot SDA	Colorado Springs, CO Various Locations
Cyber	Colorado Springs, CO; Lompoc, CA; Dahlgren, VA;
Finance (WSS, Baseline, RDT&E, Procurement)	Colorado Springs, CO
Division Action Group	Colorado Springs, CO
Administrative Support	Colorado Springs, CO Los Angeles, CA Dahlgren, VA

Space Electro-Optical Sensors (SSC/ECZGZ) Portfolio: In 2020, the Space EO Portfolio was established under the SSC/ECZG (now SSC/ECZG) portfolio as part of the SMC 2.0 reorganization. ECZGZ's flagship program is Silentbarker, a joint partnership with the National Reconnaissance Office. In addition, ECZGZ oversees the following programs: Space Based Space Surveillance (SBSS) Block 10, Opal, ORS-5, Quazi Zenith Space Surveillance (QZSS) hosted payload, multiple prototype free flyer satellite efforts (S6, DVSat, etc.) in partnership with AFRL, affordable SDA hosted payload development, capacity analysis for the future Space-Based SDA architecture, Ground Segment build for Space Based Capabilities, and Advanced Planning for future space-based SDA solutions. This architecture is mostly in development with planned capability deliveries spread beyond the FYDP.

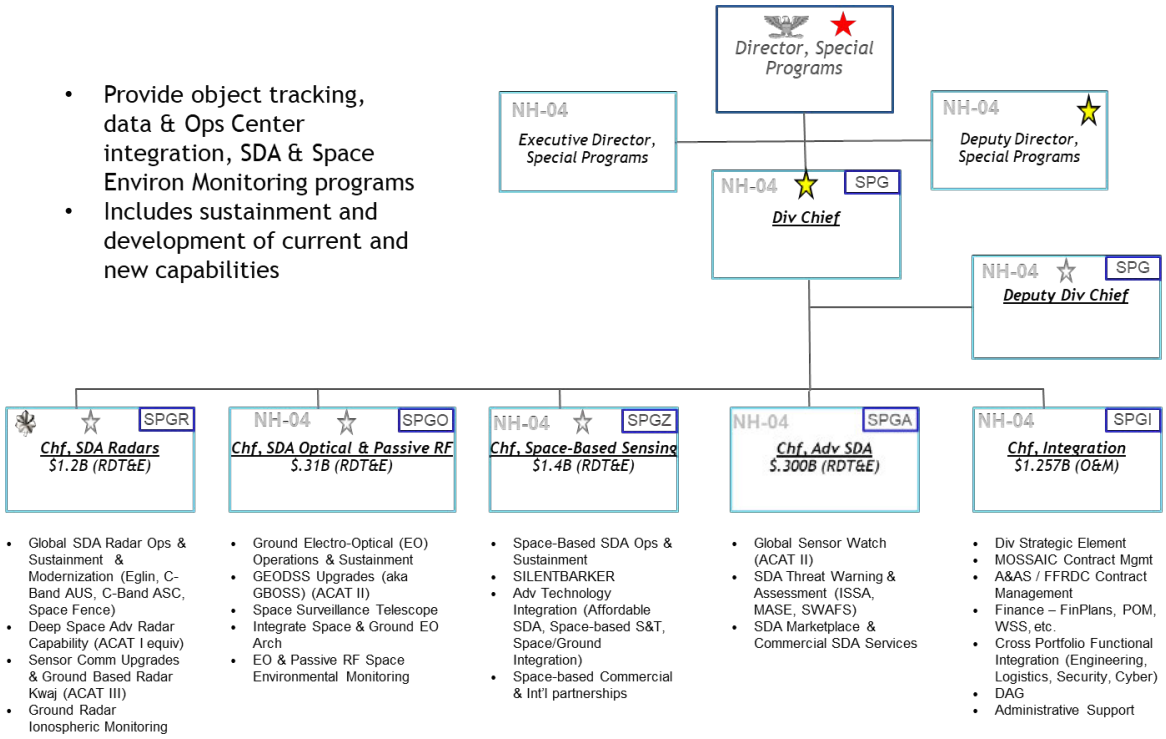
ECZGZ Mission: Facilitate the development, transition and operations/sustainment of all future USSF space-based space domain awareness sensors spanning the entire breadth of the SDA mission.

SDA Support Services ECZGZ Locations:

System	Location
Silentbarker	Los Angeles, CA
Hosted Payload	Colorado Springs, CO Los Angeles, CA
QZSS	Los Angeles, CA
SBSS Block 10 and ORS-5	Los Angeles, CA
Space Based Architecture	Los Angeles, CA

Opal	Los Angeles, CA
Administrative Support	Colorado Springs, CO Los Angeles, CA Dahlgren, VA

The following graphic provides the current organizational structure for SSC/ECZG:



Other Contractors: The ECZG portfolio leverages support from many contract vehicles to execute its mission, so in some instances, the SDA Support Services contract must be aware of, and interface with contractors provided via other contract vehicles. These currently include:

- Cyber Hygiene - ManTech
- Cost Estimation – Tecolote
- Architectural Analysis, Technical Leadership, & SME Expertise – FFRDCs (Aerospace, MITRE and Massachusetts Institute of Technology Lincoln Labs)

2. Compliance Documents

SSC/ECZG is responsible to comply with and enforce adherence to the following documents for all programmatic efforts it is assigned. The following reference documents are available on one of the following web sites. The list of compliance specifications and standards can be made available upon request from SSC/ECZG.

AF: http://www.e-publishing.af.mil/orgs.asp?type=pubs

DOD: http://www.dtic.mil/whs/directives/

Other: https://www.odni.gov/index.php/what-we-do/ic-related-menus/ic-related-links/intelligence-community-directives

2.1 Applicable Documents Applicable documents include, but are not limited to, documents listed in Table 2 and Table 3. The contractor is responsible for complying with the latest version of applicable documents.

Table 2 SSC Compliance Documents

Document	Document Title	Date
Program Management		
SMC Standard SMC-S-019, Rev A	Program and Subcontractor Management	2008
IEEE 15288	IEEE Standard for Systems and Software Engineering – System Life Cycle Processes	2015
IEEE 15288.1	IEEE Standard for Application of Systems Engineering on Defense Programs	2014
IEEE 15288.2	IEEE Standard for Technical Reviews and Audits on Defense Programs	2014
SMC Standard SMC-S-002	Configuration Management	2008
ANSI/EIA 748-B	Earned Value Management Systems	2007
AFI 63-138	Acquisition of Services	2013
JTR	Joint Travel Regulation, Volume 2	
AFI 63-101/20-101	Integrated Life Cycle Management	2013
Systems Engineering		
SMC Standard SMC-S-001 include SMC Tailoring SMC-T-005	Systems Engineering SMC Tailoring of Risk Management Requirements in SMC-S-001	2010 2013
AFI 63-131	Modification Management	2015
AFPD 63-1	Integrated Life Cycle Management	2012
SMC/SY HDBK 63-03	Configuration Management	2012
EIA-649C	National Consensus standard for Configuration Management	2019
MIL-HDBK-61B	DOD Handbook Configuration Management Guidance	2020

Document	Document Title	Date
TO 00-35D-54	USAF Deficiency Reporting and Investigation System	2009
TO 00-5-1	AF Technical Order System	2014
TO 00-5-3	AF Technical Order Life Cycle Management	2009
TO 00-20-2	Technical Manual Maintenance Data Documentation	2009
TO 00-25-108	Communications – Electronics: Depot Support	2002
TO 00-5-15	Time Compliance Technical Order Process	2016
DoD Arch v2.0	DoD Architecture Framework	
SMC/SY CM OI	Space Superiority Configuration Management Operating Instructions	2010
Product Assurance		
SMC Standard SMC-S-003	Quality Systems	2008
SAE AS9100 Rev. C	Quality Systems - Aerospace - Model for Quality Assurance in Design, Development, Production, Installation and Servicing	2009
Program Protection		
DCID 6/3 Manual	Protecting Sensitive Compartmented Information Within Information Systems	2003
Defense Transportation Regulation 4500.9-R	Cargo Movement	2014
Intelligence Community Directive Number 503	Intelligence Community Information Technology System Security Risk Management, Certification, & Accreditation	2008
DoD 5220-22M	National Industrial Security Program	2014
DoDI 8510.01	Risk Management Framework (RMF) for DoD Information Technology (IT)	2014
DoDI 5200.39-M	Critical Program Information (CPI) Identification and Protection Within Research, Development, test, and Evaluation (RDT&E)	2015
AFPAM63-113	Program Protection Planning Program Protection Planning for Life Cycle Management	20032013
AFI 14-302	Control, Protection and Dissemination of Sensitive Compartmented Information	1994
AFI 16-701	Management, Administration and Oversight of Special Access Programs	2014

Document	Document Title	Date
AFMAN 14-304	The Security, Use and Dissemination of Sensitive Compartmented Information	1999
AFPD 16-7	Special Access Programs	2014
AFI 16-1404	Air Force Information Security Program	2015
AFI 31-501	Personnel Security Program Management	2005
AFI 31-101	Integrated Defense	2009
AFI 16-1406	Industrial Security Program Management	2015
AFPD 16-14	Security Enterprise Governance	2014
AFPAM 63-128	Integrated Life Cycle Management	2014
DoDI 8310.01	Information Technology Standards in the DoD	2015
DoDD 8500.1	Cybersecurity	2014
DoD 5200.1-R	DoD Information Security Program	1997
DoD 5200.1-M	Acquisition System Protection Program	1994
DoD 5200.2-R	DoD Personnel Security Program Regulation	1987
DoD 5105.21 Volume 1	DoD SCI Administrative Security Manual	2012
JAFAN 6/0	Special Access Program Security Manual	2008
PPP	Program Protection Plan	
SCG	Security Classification Guide	
Structures		
SMC Standard SMC-S-004	Independent Structural Loads Analysis	2008
Vehicle/Ground Design		
MIL-STD-461G	Requirements for the Control of Electromagnetic Characteristics of Subsystems and Equipment	2015
Information Technology		
ISO/IEC 15939	Software engineering - Software Measurement Process	2007
SMC Standard SMC-S-012	Software Development	2015
DoD Arch V2.0	DoD Architecture Framework, Volumes I, II, and III	2009
DISR (current version)	DoD Information Technology Standards Registry (DISR)	n/a
Specialty Engineering		
SMC Standard SMC-S-013	Reliability Program for Space Systems	2008
MIL-STD-785B include Notices 1 & 2 only	Reliability Program for Systems and Equipment Development and Production	1988
SMC Standard SMC-S-014	Survivability Program For Space Systems	2010

Document	Document Title	Date
MIL-STD-470B	Maintainability Program for Systems and Equipment	1989
EIA HEB-1A	Electronic Industries Alliance Engineering Bulletin - Human Engineering - Principles and Practices	2005
GEIA-STD-007	Logistics Product Data Handbook	2010
MIL-STD-1367A without Notice 1	Packaging, Handling, Storage, and Transportability Program Requirements for Systems and Equipment	1989
MIL-STD-1366E	Interface Standard for Transportability Criteria	2006
TMCR-86-01/N	Air Force Technical Manual Contract Requirements (TMCR)	2010
MIL-PRF-29612B include Notice 2	Training Data Products	2011
MIL-STD-882E include SMC tailoring: SMC-T-004	System Safety Program Requirements Tailoring Instructions For MIL-STD-882E	1993 2012
Test		
SMC-S-024	Test Requirements for Ground Systems	2013
MIL-STD-810G	Department of Defense Test Method Standard for Environmental Engineering Considerations and Laboratory Tests	2008
AFPD 99-1	Test and Evaluation Process	2014

2.2 Applicable SSC Documents Applicable documents include but are not limited to documents listed in Table 3.

Table 3 Reference Documents

Document	Document Title	Date
Program Management		
ISO 17666	Space Systems – Risk Management	2013
AFPD 16-5	Planning, Programming, and Budgeting System	2010
DODD 5000.01	The Defense Acquisition System	2007
DODI 5000.02	Operation of the Defense Acquisition System	2015
ISO 14300-1	Space Systems – Program Management Part 1: Structuring of a Programme	2002
Systems Engineering		
DoD Arch v2.0	DoD Architecture Framework	

Document	Document Title	Date
SMC/SY CM OI	Space Superiority Configuration Management Operating Instructions	2010
MIL-PRF-32216A	Evaluation of Commercial Off-the-Shelf (COTS) Manuals and Preparation of Supplemental Data	
TOR-2007(8546)-6018	Mission Assurance Guide	2011
Program Protection		
AFI 16-1401	Air Force Information Security Program	2015
AFPD 16-14	Security Enterprise Governance	2014
Information Technology		
SMC Standard SMC-S-012	Software Development	2015
Specialty Engineering		
MIL-STD-1472G	DoD Design Criteria Standard - Human Engineering	2012
SMC-S-023, Vols 1 & 2	Human Computer Interface Design Criteria Vol 1: User Interface Requirements Vol 2: Space System Operations Displays	2010
MIL-STD-1545	Optional Spare Parts, Maintenance and Inventory Support of Space and Missile System	1977 1992 (Validation)
MIL-STD-1538	Spare Parts and Maintenance Support of Space and Missile Systems Undergoing RDT&E	1977 1992 (Validation)
MIL-STD-130N	Identification Marking of U.S. Military Property	2007
MIL-STD-2073-1E incorporating Change 1	Standard Practice for Military Packaging	2011
EWR 127-1	Eastern and Western Range Safety Requirements	1997
AFSPCMAN 91-710	Range Safety User Requirements Manual	2004
AIAA S-120-2006 include SMC tailoring: SMC-T-002	Mass Properties Control for Space Systems Tailoring Instructions for AIAA-S-120-2006	2006 2013
Environmental		
NAS 411	Hazardous Material Management Program	2013
DoDI 3222.03 Change 1	DoD Electronic Environmental Effects (E3) Program	2015
DoDI 4650.01	Policy and Procedures for management and Use of Electronic Spectrum	2009
Test		

Document	Document Title	Date
SMC-S-024	Test Requirements for Launch, Upper-Stage, & Space Vehicles	2014
AFMAN 63-119	Certification of System Readiness for Dedicated Operational Test and Evaluation	2016
MIL-STD-1833 Notice 1	Test requirements for Ground Equipment & Associated Computer Software Supporting Space vehicles	1998

3. General Information

3.1 Terms and Definitions

The following terms and definitions are applicable to this Performance Work Statement (PWS).

3.1.1 Program Management Office (PMO)

The USSF office responsible for managing this contract is the Space Domain Awareness Division at Peterson SFB, Colorado.

3.1.2 Contracting Officer (CO)

Individual designated by the USSF to direct and/or redirect the efforts of the Contractor or modify any of the items of this contract.

3.1.3 Contracting Officer Representative (COR)

The COR is the Government representative appointed by the Contracting Officer (CO) that is responsible for monitoring, evaluating and reporting Contractor performance on this Task Order. The COR will interface with the Contractor and the PMO.

3.1.4 Contractor Task Order Lead

Individual identified by the Contractor to manage the Task Order. The Contractor Task Order Lead has authority over and responsibility for all Contractor personnel and resources supporting this Task Order. The Contractor Task Order Lead shall coordinate contract responsibilities to include, but not limited to, ensuring the overall contractual effort is meeting the requirements of the basic contract and this Task Order. Additionally, the Contractor Task Order Lead acts as liaison between the PMO and the Contractor.

3.2 Cross-Cutting Support

The Contractor shall provide cross-cutting support that optimizes the Government's cost, schedule, and/or performance efficiencies. Cross-cutting personnel may support multiple programs based on their functional expertise.

Cross-cutting support is the integration of standard workload functional expertise to support multiple organizations within the Ground Based Space Surveillance Systems Division. The objective of this cross-cutting support is:

1. To provide a portfolio level outlook and assist total portfolio management, provide recommendations on ways to enhance the effectiveness of Space Domain Awareness Division activities, and allow workflow support flexibility. The Contractor is responsible for providing effective staffing that directly supports the mission in terms of cost, schedule, performance, and risk. This support shall be provided to ECZG related activities that require engagement with internal and external stakeholders.

   And

2. To provide cross-cutting functional support with the proper security clearance to consolidate common division-level tasks across the portfolio, standardize common/recurring activities, and gain efficiencies throughout the Space Domain Awareness Division.

3.3 Directorate/Division Program Review

The Contractor Task Order Lead shall attend monthly/quarterly/semi-annual Directorate/Division Program Reviews. These reviews shall assist the Contractor in optimizing their "cross-cutting" support to the entire ECZG portfolio. There is an expectation that the Contractor Task Order Lead and Government CORs will have frequent and routine discussions on any staffing support changes.

3.4 Non-Personal Services

The Government will not supervise Contractor employees or control the method by which the Contractor performs the required tasks. Under no circumstances shall the Government assign tasks to or prepare work schedules for individual Contractor employees. The Contractor shall manage its employees and guard against any actions that are of the nature of personal services or give the perception of personal services. If the Contractor believes that any actions constitute or are perceived to constitute personal services, the Contractor shall notify the CO immediately.

3.5 Inherently Governmental Functions

The Contractor shall not perform any task of a policy, decision making or management nature, i.e., inherently Governmental functions. All decisions relative to programs supported by the Contractor shall be the sole responsibility of the Government.

The Contractor shall not counsel, mentor, make judgment and/or discretionary decisions or perform any other activities related to supervision of Government personnel.

During performance of this PWS, any Contractor personnel shall immediately stop work and notify the Government CO and their Task Lead in writing regarding any situation where there is a belief, or a reason to believe, work has been tasked to be performed which is an inherently governmental function as defined by FAR Subpart 7.5.

3.6 Ethics

The Contractor will be highly visible to the entire acquisition community as a result of providing assistance to the Government. The Contractor shall present an unblemished appearance in regards to ethics, discretion, and protection of information, including the guidelines for electronic mail and Internet use listed in Air Force Manual 33-152 User Responsibilities and Guidance for Information Systems.

4. Performance Requirements

4.1 General

The Contractor shall provide skilled technical expertise to support ECZG in executing product support, sustainment management, sustaining engineering, technical order management, user interface, network management, and requirements development throughout the lifecycle of all current and future ECZG activities. Since the systems ECZG supports are highly-technical, it is imperative that the personnel understand the systems, and have the needed skills and experience to holistically support these weapon systems from both a programmatic and technical perspective.

4.2 Acquisition, Strategic Planning and Product Support

The Contractor shall proactively provide life cycle support and technical expertise across the ECZG Enterprise to ensure end to end support of planned, current, and future ECZG enterprise systems. Support shall be provided for new development efforts, as well as upgrade and modification requirements planned and executed during the system life cycle. (CDRL A004, A005)

The Contractor shall:

4.2.1 Provide technical and programmatic support to ECZG programs. This support includes, but is not limited to: General systems engineering, sustaining engineering, security (to include computer security, automated data processing equipment (ADPE) management, and information assurance), architecture development and decision making recommendations, integrated logistics planning and execution, acquisition assistance (includes interaction with contractual, financial, and scheduling activities), and overall operations and sustainment support as required. The scope of this effort includes providing support, as required, to division or branch level managers and to external ECZG partner organizations.

4.2.2 Develop, maintain, and coordinate life-cycle sustainment plans (LCSPs) and, as appropriate, logistics planning documents, for government approval. (CDRL A004)

4.2.3 Provide support for the planning and execution of all product support elements in the development, modification, upgrade and sustainment of new and existing programs within the ECZG portfolio.

4.2.4 Support, review and provide comments/input to, the development of overarching system design documentation to include: technical requirements documents (TRD); capability description documents (CDD); capability production documents (CPD); ICDs; and system specifications.

4.2.5 Support, review and provide comments/input to the development of training related tasks such as the Training System Requirements Analysis (TSRA), system training plans, and other training materials. Coordinate for government approval of training materials and training systems.

4.2.6 Collect, develop, and review program specific information to support the development of training related tasks for the supported weapon systems.

4.2.7 Provide logistics expertise to government product support managers/teams at various forums to include, but not limited to, technical interchange meetings (TIMs), design reviews, provisioning conferences, TO in-process reviews (IPR), Video Teleconferences (VTC), telephone conferences, test readiness reviews, event scheduling, internal staff meetings, Integrated Product Team (IPT) meetings, working groups and informational meetings. The expected frequency is Sustainment IPT meeting two times per month, Project IPT, weekly, TIM monthly. The design reviews, provisioning conferences, VTCs, teleconferences, test readiness reviews, and event scheduling are tied to each project, and timing depends on the length of the project.

4.2.8 Provide relevant submissions, revisions, and reviews for acquisition and technical efforts including acquisition strategies development, risk management, system safety, configuration control, data management, scheduling and product support deliverables (to include reliability, maintainability and availability reports, level of repair analysis reports, provisioning analysis, technical orders, depot source of repair, deficiency tracking and technical drawings to ensure compliance with current policies and regulations). (CDRL A004)

4.2.9 Identify and resolve program deficiencies and facilitate effective integration of support system technical and product support requirements and efforts with other acquisition and sustainment activities within ECZG, with outside agencies and industry partners.

4.2.10 Provide recommendations to lower the Life Cycle Cost per program and improve system readiness.

4.2.11 Develop, plan, and implement approved life cycle support strategies and analysis for Quick Reaction Capabilities, technology demonstrations, prototyping, and system test and evaluation activities.

4.2.12 Develop strategies, plans and packages for classified and unclassified document submissions and facilitate associated life cycle cost planning and benefit analyses, partnering, acquisition of data rights, and provisioning. Staff packages through DSOR process and follow through final approval. (CDRL A004)

4.2.13 Provide analyses to drive use of the most cost effective shipping methods, ensure that equipment passes through shipping ports to final destinations, provide on-site support for shipments, and coordinate and execute with the appropriate agencies to establish all life cycle support needs (e.g., Transportation Account Codes for transportation of equipment through government channels).

4.2.14 Track development/sustainment risks in support of Government activities.

4.2.15 Prepare briefings, reports, informational analyses in support of ECZG programs. (CDRL A005)

4.2.16 Provide relevant input for maintenance planning activities, upgrades, modifications and studies while interfacing with the prime depot contractor's management staff, technical staff, logistics support personnel and product support integrators.

4.2.17 Coordinate and resolve system issues, deficiencies, software bugs, etc. with prime contractors, depot contractors and other support contractors.

4.2.18 Identify and prepare consolidated lessons learned reports from applicable related programs for Directorate and SSC reviews arising from performance of this PWS, update processes required by the contractor to perform this PWS, and make recommendations to improve government processes and procedures related to this PWS. (CDRL A005)

4.2.19 Maintain configuration control, configuration status accounting, and configuration identification of the systems hardware, software, and firmware configurations. Facilitate management and planning through the working relationships established with interfacing activities such as Government Program Management, Engineering and Logistics, Contractor Configuration Management and Defense Contract Management Command (DCMC). Coordinate resources and facilities assigned to the Configuration Management (CM) function, to include such resources as automated tools, connectivity to a shared data environment, and other infrastructure elements. Perform secretariat activities for Configuration Control Boards and System Integration Lab (SIL) Configuration Working Group (SCWG). Facilitate Integrated Product and Process Development and the use of IPT

by the Government and Contractor. Facilitate the interaction and communications between all parties involved in a common CM process. Provide training as required.

4.2.20 Select configuration items at appropriate levels of the product structure to facilitate the documentation, control and support of the items and their documentation. Provide approved configuration documentation to document the physical and functional characteristics of the system/item, establishing baselines for Government and Contractor configuration control. Support through IPTs and other means, the determination of the types of configuration documentation required for each Configuration Item (CI) to define its performance, functional and physical attributes, including internal and external interfaces. Configuration documentation provides the basis to develop and procure software/parts/material, fabricate and assemble parts, inspect and test items, and maintain systems. Support through IPTs and other means, the determination of the appropriate configuration control authority for each configuration document consistent with logistic support planning for the associated CI. Support through IPTs and other means, the determination of issuing identifiers for the CIs and the configuration documentation. Product and document identifiers (nomenclature and numbering) are an important output from this activity. Maintain through IPTs and other means, the configuration identification of CIs to facilitate effective logistics support of items in service. Define and baseline configuration documents and items at all levels, some of which may transition to Government configuration control depending upon applicable contract provisions. Support establishment of configuration baselines for the configuration control of CIs. Assign new specification and CI numbers. Assign, track, and close Temporary Modification and temporary Replacement numbers, and track deviation documentation. Create records in the status accounting data base and provide documentation for configuration verification and audit.

4.2.21 Support the development of optimum design and development latitude with the appropriate degree, and depth of configuration change control procedures during the life cycle of a system/CI. Provide efficient processing and implementation of configuration changes that maintain or enhance operational readiness, supportability, interchangeability and interoperability. Identify and eliminate unnecessary change proliferation.

4.2.22 At the start of the Base Period, the contractor will be provided access to the ARAS Innovator® tool. The contractor shall coordinate with the SMC/ECZG Depot contractor to lead/manage the SSC/ ECZG technical baseline within three months from the start of the Base Period. After the three months, the contractor shall be self-sufficient in using the ARAS Innovator® tool to manage the technical baseline.

4.2.23 The contractor shall provide configuration baseline status information and provide system traceability for the management of released specifications, drawings, ICDs, and software media and documentation. The contractor shall ensure the method utilized maintains access and linkage to all existing ARAS tool data and linkage compiled throughout the MOSSAIC contract. The S3 contractor shall record the current approved

configuration documentation and configuration identifier(s) with each system. The contractor shall:

- Record and report the status of proposed engineering changes from initiation to final approval to contractual implementation.
- Record and report status of all critical and major requests for deviation (variations) which affect the configuration of a systems/CI(s).
- Record and report the results of configuration audits including all action items to the configuration status accounting and final disposition of identified discrepancies action.
- Record and report implementation status of authorized changes.
- Provide the traceability of all changes from the original configuration documentation of each system/CI(s).
- Report the effectivity and installation status of changes to all system/CI(s) at all locations, including production, modifications, retrofit and maintenance changes.
- Record the digital data file(s) identifiers and representations of all revisions/versions of each document software which has been delivered, or made electronically in support of the contract.
- Incorporate new/revised drawings turned over from projects into the baseline and prepare Hardware Technical Data Packages (TDP) utilizing the CSA system.
- Prepare software TDPs for data research requests.
- Implement quality and legibility improvements of the baseline data within the CM repository and provide identified elimination of duplication or obsolete baseline data from the CM repository.

4.2.24 Conduct Configuration Audits to provide the framework, and the detailed requirements, for verifying that the Contractor's development effort has successfully achieved all of the requirements specified in the configuration baseline. Support Functional Configuration Audits to verify that the actual performance of the CI meets the requirements stated in the performance specifications and to certify that the CI has met those requirements. Support Physical Configuration Audits to examine the actual configuration of the CI that is representative of the product configuration in order to verify that the related design documentation matches the design of the deliverables. (CDRL A004)

4.2.25 Provide data management of data items received in support of projects and initiatives. Maintain Government deliverable documentation templates and provide workflow management for document review workflows. Maintain document control logs for deliverable documentation, track document review CRMs to resolution, provide review of project data requirements and conduct data calls. Create and maintain Government deliverable documentation templates, provide workflow management for documentation reviews and document control logs for deliverable documentation. Provide review of project data requirements and conduct data calls.

4.2.26 Contribute to Baseline Identification and Capture planning for projects by assisting in review and identification of recommended future projects to capture and improve the

technical baseline data in support of the modernization and sustainment efforts for the systems.

4.2.27 Travel to CONUS and OCONUS locations upon government direction.

4.3 Development and Sustainment Management

The Contractor shall proactively provide sustaining engineering and technical expertise to ensure the development, upgrade and modification requirements are planned and executed during the system life cycle.

The Contractor shall:

4.3.1 Develop and maintain technical requirements documents and architecture documentation to execute programs, upgrades, system modifications and enhancements to developmental, fielded and deployed systems.

4.3.2 Provide developmental and sustaining engineering expertise in the execution of meeting CDD requirements and the development of the obsolescence roadmaps and solutions to resolve obsolescence related deficiencies.

4.3.3 Develop and update roadmap activities including incremental upgrade planning, scheduling and funding for fielded and deployed systems.

4.3.4 Review perform and/or provide relevant input on design documentation (TRDs, Specifications, interface control documents, drawings), requirements documents (ICDs, CDDs, CPDs), Engineering Change Proposals, PWSs, sparing plans, parts lists and inventories, TSRAs, LPDs, LCSPs, enabling concepts, concept of operations, system training plans, training material and ensure technical and support requirements that are addressed as part of all procurements.

4.3.5 Support program working groups with responsibilities to include:

4.3.5.1 Organize and support working group meetings across multiple organizations.

4.3.5.2 Research, provide recommended solutions and/or resolve questions, issues, and risks identified at the IPT meetings.

4.3.5.3 Compile meeting minutes & actions items following each IPT meeting and provide recommended action to the Government Program Management team. (CDRL A005).

4.3.5.4 Provide a working group brief at each IPT meeting. Brief should outline meeting agenda, objectives, current status, issues, action items, and other relevant topics. (CDRL A005)

4.3.6 Coordinate with prime contractors, depot contractors and other support contractors on system issues.

4.3.7 Provide engineering expertise, to include proactively identifying and resolving potential risks, to program managers at technical interchange meetings, design reviews, program conferences, TO in-process reviews, VTCs, telecoms, working groups and informational meetings to facilitate informed decisions.

4.3.8 Coordinate and facilitate ECZG development and sustainment budgets for program managers.

4.3.9 Develop and edit program inputs in the Comprehensive Cost and Requirement System (CCaRS) and Centralized Access for Data Exchange (CAFDEx) systems to facilitate a final government budget and justification for that budget.

4.3.10 Provide relevant input to Request for Proposal development for sustainment, contractor recompetes, new acquisitions, upgrades, modifications, acquisition strategies, and cost estimations.

4.3.11 Provide relevant input to acquisition planning activities, upgrades and modifications and studies and interface with contractor logistics support personnel and product support integrators.

4.3.12 Prepare briefings, reports, informational analyses in support of ECZG programs. (CDRL A005)

4.3.13 Perform records management of sustainment related deliverables and documentation.

4.3.14 Track and close internal and external sustainment related taskers associated with the execution of ECZG sustainment activities.

4.3.15 Assist in execution of sustainment management stakeholder forums to ensure alignment of weapon system sustainment with operational community needs.

4.3.16 Travel to CONUS and OCONUS locations upon government direction.

4.3.17 Identify and prepare consolidated lessons learned reports from applicable related programs for Directorate and SMC reviews arising from performance of this PWS, update processes required by the contractor to perform this PWS, and make recommendations to improve government processes and procedures related to this PWS. (CDRL A005)

4.4 Technical Order Development and Maintenance

The Contractor shall proactively provide TO managers to ensure system technical documentation requirements are planned and executed during the system life cycle. Technical Order Managers shall support all systems within the ECZG portfolio.

The Contractor shall:

4.4.1 Develop and/or direct TO requirements for ECZG programs in accordance with TO instructions.

4.4.2 Coordinate TO development for all ECZG programs as follows: TO planning, scheduling, and budgeting to include writing and publishing validated TO products.

4.4.3 Support development of TOs by the Government and analyze prime contractor provided technical documents.

4.4.4 Provide comments and relevant input to direct/assist in developing TOs that are adequate, accurate, and safe for Air Force operators and maintainers.

4.4.5 Coordinate TO IPRs, working group meetings, and validation and verification schedules to ensure Government and Contractor products are well vetted with user community and SY.

4.4.6 Distribute material for review and set deadlines/schedule to using community to facilitate document review.

4.4.7 Prepare briefings, reports, informational analyses in support of ECZG TO development programs. (CDRL A005)

4.4.8 Provide relevant input to acquisition planning activities, upgrades, modifications and studies and interface with contractor logistics support personnel and product support integrators.

4.4.9 Provide TO expertise, to include proactively identifying potential risks, to ECZG program managers and product support managers at product support related meetings.

4.4.10 Conduct an independent Quality Control review of TO deliverables to ensure the completeness and accuracy of TO products in support of TO AFTO Form 22 changes and AFTO Form 252 changes.

4.4.11 Travel to CONUS and OCONUS locations upon government direction.

4.4.12 Identify and prepare consolidated lessons learned reports from applicable related programs for Directorate and SSC reviews arising from performance of this PWS, update

processes required by the contractor to perform this PWS, and make recommendations to improve government processes and procedures related to this PWS. (CDRL A005)

4.5 System Design, Engineering and Integration

The Contractor shall proactively provide system design and prototyping expertise to ensure translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design to produce system capability in support to Government allocated requirements.

The Contractor shall:

4.5.1 Provide technical and programmatic support to ECZG programs. This support includes, but is not limited to: General systems engineering, architecture development and decision making, integrated logistics planning and execution, acquisition assistance (includes contractual, financial, and scheduling activities), and overall operations and sustainment support as required. The scope of this effort includes providing support, as required, to division or branch level managers.

4.5.2 Develop and coordinate on design documents, requirements documents, contracts documents, enabling concepts, concepts of operations, system training plans, risk reduction strategies and recommendations, training material, test requirements, work specifications, and other technical documentation as requested to execute prototyping activities in support of Government demonstration.

4.5.3 Perform and/or guide design studies and analysis, performance-based design reviews, high level detailed specification and scope preparation, configuration, management and documentation control, fabrication, assembly and simulation, and modeling.

4.5.4 Provide engineering expertise to prepare briefings, reports, informational analyses in support of prototyping and demonstration activities. (CDRL A004)

4.5.5 Develop and perform technical insertions and risk reduction strategies, studies and recommendations to mitigate identified risk conditions.

4.5.6 Travel to CONUS and OCONUS locations upon government direction.

5. Task Order Management

The Contractor will not be provided on-base office space for the purpose of Task Order management, including but not limited to contractor's personnel & contract management, financial management, and indirect charge employee support.

5.1 Quality of Support/Service

The Contractor shall accomplish tasks by providing qualified personnel possessing the appropriate combinations of education, training, security clearance and experience/skills. The Contractor shall utilize labor rates and man-hours necessary to accomplish the requirements as outlined in Section 4. Additionally, the Contractor shall provide qualified replacement/substitute personnel which meet or exceed the same standards.

The Contractor shall ensure quality performance of tasks as defined in Section 4. of this PWS. Quality of performance is the accomplishment of all tasks and delivered products within the specified time and zero rework. (CDRL A001)

5.2 Transition Planning

The Contractor shall be given a transition period of 30 days from the contract effective date. The Contractor shall inform the Program Manager (PM), and Government COR of progress in hiring personnel throughout the transition and base periods All personnel shall be in place no later than the end of the transition period.

5.3 Transition to/from Prior and Future Contracts

The Contractor shall participate in organizational, system, process and information knowledge transfer from the Government program office team (Government, Federally Funded Research and Development Centers, Systems Engineering and Integration and A&AS members), to include overlap with existing Contractors, as applicable. The Contractor shall facilitate organizational, system and process knowledge and information transfer from the Contractor to any new Contractors or Government entities performing portions of this contract during the close out of this contract. The Contractor shall be available to attend the kick-off meeting with the CO, PM, Government COR and the senior program office leadership. The CO shall coordinate the date, time and location via e-mail notification with the contractor. (CDRL A005)

5.4 Division Program Review

The Contractor Task Order Lead shall prepare and present semi-annual Division Program Management Reviews to the government summarizing performance in the past six months and forecasting the next six month's efforts. These reviews will assist the Contractor with determining positions requiring an increase or decrease to the current staffing support. There is an expectation that the Contractor Task Order Lead and Government CORs will have frequent and routine discussions on any staffing support changes.

5.5 Management of Personnel

The Contractor shall provide for all management and support of personnel. The Contractor shall maintain a stable workforce while minimizing the impact of any turnover and/or disruptions to the Government and/or mission. The Contractor shall ensure continuation of services during personnel absences due to sickness, leave, and voluntary or involuntary termination from employment such that there is no negative impact to the Government mission. Upon notification of a pending vacancy, the Contractor shall provide written documentation to the COR within one (1) business day. In the case of a no-notice departure,

the Contractor shall immediately inform the COR. This written notification shall include the date and time the position will be vacant, anticipated replacement date, and management correction action, if needed, to ensure task mission remains on schedule toward completion. Additionally, the Contractor shall fill the vacancy within 30 business days. If the vacancy cannot be filled within the required 30 business days, the Contractor must provide written notification and justification to the CO.

The Contractor shall remove personnel at CO's request**.** In addition to the remedies for poor performance, the CO may request removal (permanent or temporary) of personnel for security, safety, or health reasons, upon discovery of fraudulent credentials/qualifications, or when Contractor personnel behave in an unprofessional manner that would be considered unacceptable by a reasonable person. (CDRL A001)

5.6 Training

The Contractor shall employ fully qualified employees with the required knowledge and expertise as described in this PWS. However, if additional training is required, the contractor shall obtain approval from the COR prior to attending Government unique or Government Directed training. The approved training shall be considered billable hours. Labor hours shall be authorized to accomplish this training through the duration of this contract. Costs associated with travel, lodging, course fees, etc., for Government approved additional and/or advanced training shall be billable under the Travel/Material/ODC CLIN.

5.7 Identification

Contractor employees shall clearly identify themselves as "Contractors" at all times. This includes all communications (telephone, mail, electronic mail (email) and faxes), meetings, attendance sheets, and documents. In addition, Contractor personnel shall identify their company affiliation in email signature blocks. All Contractor personnel shall display their identification badge which identifies them as Contractor personnel.

5.8 Place of Performance and Duty Hours

Performance shall be at primarily at Colorado Springs, CO; Dahlgren, VA; Los Angeles, CA; and MSSC, Kihei, HI. Normal hours of operations are flexible. Core duty hours are 0900 to 1100 and 1300 to 1500, Monday through Friday, with two-hour flexibility before or after core hours. Individual work schedules shall be coordinated with the client representative to satisfy overall mission requirements.

When travel is required, while at the alternate duty location, the Contractor shall be available to perform work in accordance with mission needs, which may exceed normal duty hours and include weekend and/or holiday work. Additional labor costs associated with the Contractor using an alternative worksite will not be assumed by the Government.

If the Contractor teleworks it must be approved by the Government and can only be to perform unclassified mission needs.

5.9 Legal Holidays

The following Federal holidays are observed under this contract:

Holidays	Dates
New Year's Day	1 January
Martin Luther King's Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	19 June
Independence Day	4 July
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	11 November
Thanksgiving Day	Fourth Thursday in November
Christmas Day	25 December

The Contractor's employees are not required to perform services on legal holidays and/or the day of USG observation if legal holiday falls on the weekend for USSF Task Orders. If Contractor's employees are performing duties at an alternate duty location during an aforementioned Federal Holiday, then time shall be granted upon return to primary duty location.

5.10 Deliverables

The Contractor shall provide deliverables by due date. Deliverables reflect the CDRLs in Table 6 and are cross referenced accordingly in the PWS.

The Contractor shall submit data in accordance with the Contract Data Requirements List (CDRL) which includes the following:

Table 6 CDRL List

CDRL	Deliverables	Frequency	Distribution	Format	Qty	PWS Para
A001	Task Order Management Plan (TOMP)	30 DARO As required	COR, CO, and PM	Hard Copy (H)/ Electronic Copy (E)	2/3	5.1, 5.5, 6.2, 7.3
A002	Monthly Status Report	NLT the 15th calendar day after contractor's monthly accounting period closes	COR, CO, and PM	H/E	3/3	5.13, 5.18
A003	Manpower Funds and man-Hour Expenditure Report	NLT the 15th calendar day after contractor's monthly accounting period closes	COR, CO, and PM	H/E	2/3	5.16, 5.17
A004	Technical Report – Studies/Services	As Required	COR, CO, PM, and Government POC	H/E	3/3	4.2, 4.2.2, 4.2.8, 4.2.12, 4.2.24, 4.5.4
A005	Presentation Materials	As Required	COR, CO, PM, and Government POC	H/E	3/3	4.2, 4.2.15, 4.2.18, 4.3.5.3, 4.3.5.4, 4.3.12, 4.3.17, 4.4.7, 4.4.12, 5.5

5.11 Business Relations

The Contractor shall furnish all management, labor, tools, supplies, and materials (except as provided by the Government) necessary to perform the requirements contained herein, and; the contractor shall establish processes and assign appropriate resources to effectively administer the requirement. The Contractor shall respond to Government requests for contractual actions in a timely fashion. The Contractor shall have a single point of contact between the Government and Contractor personnel assigned to support Task Orders. The Contractor shall assign work effort and maintain proper and accurate time keeping records of personnel assigned to work on the requirement.

5.12 Program Management Reviews

The Contractor's single point of contact between the Government and Contractor personnel assigned to support this Task Order shall conduct semi-annual Program Management Reviews (PMR) with the COR and the CO. The agenda, date, and location of the PMR will be mutually agreed to by SSC/ECZG and the contractor. The contractor shall take meeting minutes and provide these to the government to capture action and activities that transpired at the PMR (CDRL A005,).

5.13 Status Report

The Contractor shall develop and provide a monthly status report for the Task Order. The report shall: 1) summarize accomplishments of the previous month, 2) plans for the next month, 3) discuss major issues and/or concerns, 4) discuss new support needs, and 5) summarize the current financial billing profile and forecasted expenditures, including any projected shortfalls or underruns. (CDRL A002)

5.14 Subcontract Management

The Contractor shall be responsible for any subcontract management necessary to integrate work performed on this Task Order and shall be responsible and accountable for subcontractor performance on this Task Order.

The Contractor shall manage work distribution to ensure there are no Organizational Conflicts of Interest (OCI). Contractors may add Subcontractors to their team after examination of information that there is no OCI issue or submission and approval of mitigation plan by the CO.

If a Subcontractor is contracted to perform the work on a requirement, a signed and processed DD Form 254 between the Contractor and Subcontractor may be required before the Subcontractor begins performance on this Task Order.

5.15 Reserved

5.16 Task Order Accounting

The Contractor Task Order accounting systems shall provide traceability of all man-hours and cost reimbursable elements (travel, supplies/materials, and computer lease charges) for all CLINs other than Firm Fixed Price CLINs, to individual TO funding citation's if requested (CDRL A003).

5.17 Manpower Report

The contractor shall track and report manpower usage data on a quarterly basis for the TO (CDRL A003).

5.18 Temporary Duty (TDY) Travel

The contractor may be required to travel using commercial air, Government air, and other conventional modes. Travel arrangements will be based on individual tasks, and the cost of travel will be directly reimbursed from task funding. All travel (OCONUS & CONUS) requires prior coordination by the COR. Additionally; all OCONUS travel must be approved in advance by the COR. Minimal local travel may be required. In no case will the total travel for each task exceed the travel dollars estimated/funded in the individual tasks/subtasks. Travel to other government facilities or other Contractor facilities may be required. All travel requirements (including plans, agenda, itinerary, dates) shall be pre-approved by the COR; and is on a strictly cost reimbursable basis. Costs for travel shall be billed in accordance with the regulatory implementation of Public Law 99-234, Federal Civilian Employee and Contractor Travel Expense Act of 1985 and FAR 31.205-46 Travel Costs and Joint Travel Regulations. The Contractor shall, at no charge to the Government, submit a Notice of Excess Commercial Airline Ticket Cost report when the use of other than least costly air travel is required to complete a Government-directed task. The contractor shall report the costs, personnel traveling, locations visited, and a summary of the travel monthly (CDRL A002). .

6. Quality Assurance

6.1 Quality Control

The Contractor shall develop, implement, and maintain a comprehensive inspection system that assures compliance with all requirements of this Task Order IAW FAR part 46, Quality Assurance.

6.2 Quality Control Plan (QCP)

The Contractor shall develop a QCP that demonstrates how the Contractor shall maintain an inspection system acceptable to the Government covering the services under this Task Order. The Contractor shall provide the QCP to the Government Not Later Than 30 business days after contract award date. The Contractor shall also provide updated versions to the Government within 15 business days. The QCP shall demonstrate the Contractor's documented processes and procedures to monitor and control:

- Objectives in the Services Delivery Summary

- Subcontractor Relationships
- Contract and subcontractor invoicing
- Non-Conformances
- Contractor employee qualifications and certifications (CDRL A001)

6.3 Government Inspection

Contractor performance is subject to surveillance by the COR to ensure compliance with this Task Order to include performance quality.

6.4 Non-conformances

The contractor shall identify and control non-conformances through root cause analysis, corrective actions and preventive actions. The Contractor shall focus proactive identification and transparency of issues, and on eliminating the cause to prevent reoccurrences. The Contractor shall maintain records of non-conformities and actions taken. The Contractor shall correct and provide response to all Government-identified non-conformances IAW timeframes specified by the CO. The Task Order identifies two types of non-conformances: minor and major as defined below. All records of non-conformance and corrective actions will be documented in Quarterly Surveillance Reports and Contract Performance Assessment Reporting System (CPARS) ratings.

6.5 Minor Non-Conformance

A minor non-conformance is a non-conformance, which by itself does not adversely impact the overall mission, safety of personnel and/or equipment, performance (quality), schedule (delivery), or cost. Minor non-conformances are typically low risk, and may be communicated through a Corrective Action Report (CAR) form with the minor box checked or another documented Government communication method.

Minor CARs are normally issued for any identified non-conformances, second notice minor CARs are normally issued for repeat non-conformances or failing to correct issues within a reasonable amount of time or non-conformances that increases risk to one specific technical element or program. Upon receipt of a minor CAR or another documented Government communication method addressing minor non-conformance, the Contractor shall complete applicable sections and return it to the CO or COR, as specified, within the time specified in the notice. A formal corrective action plan is not required for minor CARs. Minor non-conformances shall be documented in order to be used in support of a Quarterly Surveillance Report, performance Assessment or CPAR rating.

6.6 Major Non-Conformance

A major non-conformance is a non-conformance that adversely impacts (or has the potential to impact) mission, safety of personnel and/or equipment, performance (quality), schedule (delivery), or cost. This type of non-conformance increases risk to the Government and therefore has a risk assessment rating of moderate or high. For example, a CO or COR may find that a situation of increasing risk exists where there are a significant number of recurring minor

non-conformances creating an indication of inadequate preventive measures/actions which lowers the Government's confidence that the Contractor can provide quality services on time and within cost.

The COR may communicate major non-conformances on a CAR form with the major box checked. A suspense date for the Contractor's corrective action plan will be included as well as a summary of the minor CARs and documented customer complaints, if any, that have preceded this issuance. Major Non-conformances shall be documented in order to be used in support of a quarterly surveillance, performance assessment or CPAR rating. The Contractor shall generate a formal corrective action plan for major CARs and other documented Government complaints/concerns that will address at a minimum:

- Action taken to fix the immediate problem
- Root cause analysis of the problem to determine cause
- Corrective action on the cause of the problem
- Actions taken to prevent recurrence

The CO may issue a Cure Notice for a validated unresolved Division level, Directorate level major non-conformance issues. Additionally the CO will determine if a cure notice is appropriate for a validated unresolved major non-conformance issue which negatively impacted a major or high visibility program. Furthermore, any unresolved, validated division or directorate level major non-conformance issues will result in less than satisfactory performance on the Contractor's CPAR and past performance ratings.

6.7 Performance Requirements Summary

The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success. In accordance with AFI 63-124, the below table summarizes the key services and how they'll be evaluated during contract performance.

Table 7 Performance Requirements Summary

Performance Objective	Performance Threshold	Method of Surveillance	PWS Paragraph
Quality			
Contractor assures customer satisfaction without any verified formal customer complaints.	No more than two (2) verified formal customer complaints/contract discrepancy reports per year. The contractor must resolve customer complaints within five (5) working days of receipt.	Validated Customer Complaint	5.1

Performance Objective	Performance Threshold	Method of Surveillance	PWS Paragraph
Quality			
Contractor provides engineering and technical recommendations to SSC/ECZG program offices in all phases of development.	Contractor provides input within five (5) working days or suspense as specified by the program lead with recommended solutions or plan of action.	Periodic Review	4.2, 4.3, 4.4, 4.5
Coordinates resolution of contractor assigned program issues and facilitates team communication of assigned systems	Issues are addressed within five (5) working days or suspense as specified by program lead with recommended solutions or plan of action.	Validated Customer Complaint and Monthly Surveillance	5.1, 6.1, 6.2
Contractor actively participates in program office activities/meetings by providing technical insight and timely response to actions.	a. Contractor shall provide knowledgeable responses relative to Table 1 disciplines, mission areas, and projects. b. No more than five (5) missed events per year.	Monthly Surveillance	4.2.7, 4.3.5, 4.3.7, 4.4.5, 4.4.9
Schedule			
Contract deliverables are completed in an accurate and timely manner in accordance with Government specified threshold.	a. No more than one (1) late document per quarter. b. No more than one (1) set of corrections required on any product. All corrections must be submitted within one (1) working day of revised suspense.	Monthly Surveillance	4.2, 4.3, 4.4, 4.5, 5.1, 5.3, 5.5, 5.12, 5.13, 5.16, 5.17, 5.18, 6.2

Performance Objective	Performance Threshold	Method of Surveillance	PWS Paragraph
Business Relations			
Comply with Contract security requirements.	No more than one (1) security violation or Classified Message Incident per year.	Periodic Review	7.1, 7.2, 7.3, 7.4, 7.5, 7.6, 7.7, 7.8, 7.9, 7.11, 7.12, 7.15, 7.16, 7.17, 7.18, 7.19, 7.20, 7.21, 7.22, 7.23
Provide responsive personnel management/direction to provide timely responses to contingencies, modifications, and taskings.	Clear, consistent, and accurately written or verbal responses and/or acknowledgement within one (1) working day or suspense as specified by the program lead.	Periodic Review or customer complaint	4.2.16, 4.2.23, 4.3.10, 4.3.11, 4.4.8, 5.5

Performance Objective	Performance Threshold	Method of Surveillance	PWS Paragrap
Staffing			
Provide qualified personnel in a timely manner.	a. New or replacement personnel are identified within 15 business days from the time the need for new personnel is identified. b. New or replacement personnel shall be in place within five (5) working days of program clearances being administered. c. Temporary replacements with appropriate clearances and qualifications are in place within 10 working days of vacancy.	100% Inspection	5.1, 5.2, 5.3, 5.5, 5.6
Personnel possess required security clearances	a. 100% of contractor personnel possess and maintain active Secret security clearances. (excludes the first 30 days after contract award where only 80% of contractor personnel is required) b. At least 40% of contractor personnel are eligible to be upgraded to TS/SCI following contract award c. 100% completion of the required annual security training	100% Inspection	5.1, 7.8, 7.18, 7.20

7. Security Requirements

7.1 Technical Assistance Agreement (TAA)

The Contractor shall comply with the U.S. State Department's International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130 and Amendments), the Arms Export Control Act, Defense Trade Security Initiatives, State Department, USAF, and Department of Defense policies relative to the ITAR and exporting and importing data especially for non Foreign Military Sales (FMS) cases. The Contractor shall obtain a TAA with each of the foreign nations identified by COR at the time of any resulting contract and for the duration of this contract within 120 days after notification, with the appropriate agencies, such as the Department of State, to export and receive technical data (direct commercial sales) to FAR Part 12/FAR Part 15 contract activities. The Contractor shall maintain the TAA for the duration of the Task Order. The Contractor personnel shall have no direct contact with foreign nationals until ITAR requirements are met.

7.2 Directorate of Defense Trade Controls (DDTC) and ITAR Compliance

The Contractor shall comply with the requirements of the DDTC and the ITAR as it applies to defense services for FMS cases, including maintenance of registration with DDTC for the entire time that the defense service is being provided.

Note: The Contractor shall provide Defense services to foreign parties on behalf of the USAF. The Contractor and its individual employees assigned to provide FMS support shall be cognizant of those sections of the ITAR 126.6(c)(7) that apply to assigned activities.

Access to classified national security information up to TOP SECRET may be required under this contract and will be specified in the terms of each Task Order. The Government will provide the contractor with system security classification guidance and instructions as required. Work involving access to or production of classified information will be performed at Peterson SFB CO, Schriever SFB, CO, or Dahlgren, VA, unless otherwise specified elsewhere in this Task Order PWS.

The Contractor shall comply with the contract security requirements and Contractor access to classified information as specified in the contract attachment DD Form 254, "Security Classification Guide (SCG)" as well as security requirements flowed down and identified in the following subparagraphs.

The Contractor shall ensure personnel, information, system, property, facility, and international security requirements are met. All Contractor personnel shall be U.S. citizens. The Contractor shall comply with Government Security regulations including, but not limited to, DoD 5200.2-R; DoD 5220.22-M, National Industrial Security Program Operating Manual (NISPOM); DoD Directive (DoDD) 5205.02E, DoD Operations Security (OPSEC) Program; DoD Manual 5205.02-M, DoD Operations Security (OPSEC) Program Manual; AFI 31-101, Integrated Defense; and appropriate local Installation Security supplement.
The Contractor shall immediately report any cost savings or cost impacts per NISPOM to the cognizant contracting officer. All classified material will remain under the control of the Air Force including disposition of any classified material at the completion of each TO or the contract.

7.3 Non-Disclosure Agreements

The Contractor is responsible for obtaining all non-disclosure agreements with all applicable Government, corporate, supplier, and sub tier vendors with proprietary, restricted, competition sensitive, or any other restricted (e.g. non-foreign disclosure due to public law) data that will be used or accessed during the execution of this TO. [CDRL A001] The Contractor shall provide a copy of each Non-disclosure Agreement to the CO and PM/COR.

7.4 Access

The Contractor shall permit the CO or authorized representative access to all work areas, records, and data used in the performance of the contracted services. The Contractor shall provide support, and not interfere with the CO, CORs, State, Federal and other designated personnel in the performance of their official duties. Access shall be provided as soon as possible, but not exceed one (1) workday after the request.

7.5 Information Access

The Contractor shall maintain and store internally generated data, and shall permit Government access to all documentation which is related to the TO. The Contractor shall also provide the Government access to Contractor computer databases and files containing TO generated programs, management tools, and resource utilization cost information.

7.6 Physical Security

The Contractor shall safeguard all Government property and controlled forms provided for Contractor use and adhere to the Government property requirements contained in this Task Order. At the end of each work day, all Government facilities, equipment and materials shall be secured. This pertains to work stations. Contractors shall perform end of day security checks as needed.

7.7 Industrial Security

Clearance requirements shall comply with the DD Form 254. The Government shall oversee handling and storage of classified information and provide appropriate storage capability for all classified material. All classified information shall be returned to the government upon termination of this Task Order.

This Task Order requires access to proscribed information. Award to a foreign owned company will be dependent on the PEO decision that a National Interest Determination is in the best interest of the Ground Based Space Surveillance Division to request and in the classification authorities' best interest to approve. Neither determination will be made prospectively as this would require advance knowledge of offeror proposal content not yet received.

Access to SIPRNET, SGN and JWICS is required for this effort, and will be provided at Government facilities only.

7.8 Security Clearances

Contractor personnel are required to have appropriate clearances prior to commencing work on this Task Order unless otherwise approved in writing by the CO. The Contractor shall also complete visit requests for each individual that will be performing work on a Task Order in the Defense Information System for Security (DISS) prior to performance start unless otherwise approved in writing by the CO. There may also be a requirement that the individual possess a specified security clearance in addition to the requirements listed below. Most clearances will be at the Secret level, with some Top Secret/SCI clearances across the functional areas

7.9 Security Oversight Office

Contractor performance at each location involving Sensitive Compartmented Information (SCI) and Special Access Programs (SAP) shall be under the exclusive security oversight of the respective Special Security Office at that base. SAF/AQL has exclusive security oversight for all performance involving SAP at locations associated with this PWS.

7.10 Trustworthiness Determination

Trustworthy determinations are required for access to unclassified government information technology (IT) systems. A favorable National Agency Check with Written Inquires (NACI) is required for IT Level III access (see Local Area Network paragraph). The Contractor shall submit personnel security investigative paperwork for trustworthiness determinations IAW AFI 31-601, Industrial Security Program Management, Paragraph 2.4.

7.11 In/Out Processing

Contractor personnel will in-process with the unit security manager/information systems security officer on the first duty day in the government activity and out-process with the unit security manager/information systems security officer no later than the period of performance end date of this Task Order or no later than the last duty day in the government activity, whichever occurs first. Contractor personnel shall repeat this process with this Task Order regardless if the employee is employed with the same Contractor or the task performance occurs within the same government activity. This process will facilitate issuance/retrieval of Common Access Cards, issuance/termination of computer accounts and building accesses. Personnel not meeting criteria for a Common Access Card will follow the local base/MAJCOM procedures.

7.12 Security Training

Ensure Visitor Group personnel participate in the government activity's initial and reoccurring security training IAW AFI 31-401, Information Security Program Management, Chapter 8; AFI 31-601, Industrial Security Program Management, Chapter 3, AFI 10-701, Operations Security, Chapter 5, and the Visitor Group Security Agreement, Training Section.

7.13 Traffic Laws

Ensure all Contractor employees comply with base traffic regulations.

7.14 Weapons, Firearms and Ammunition

Contractors shall not possess weapons, firearms, or ammunition, on themselves or within their Contractor-owned vehicle or privately-owned vehicle while on any installation or any office/working location covered under this Task Order.

7.15 For Official Use Only (FOUO)

Comply with DoD 5400.7-R/Air Force Manual 33-302, DoD Freedom of Information Act (FOIA) Program, requirements. This regulation sets policy and procedures for the disclosure of records to the public. See DoD 5200.1-R, Vol 4, Information Security, Program, Appendix 3 for marking, handling, transmitting and safeguarding controlled unclassified information: material.

7.16 Controlled Unclassified Information

Contractor personnel may be required to receive or transmit classified documents. Specific security requirements will be defined in the DD254. The Contractor shall comply with DoDM 5200.01, Volume 4, DoD Information Security Program: Controlled Unclassified Information (CUI), Enclosures 3 & 4, for identification, protection and training requirements of CUI. The contractor shall be responsible for training their personnel and accomplishment of the out-processing procedures identified in DoDM 5200.01, Volume 4, Enclosure 4. The contractor shall comply with DoD 5400.7-R/Air Force Manual 33-302, DoD FOIA Program, requirements. Protection of unclassified DoD information not approved for public release on non-DoD Information Systems will be protected IAW DoDI 8582.01, Security of Unclassified DoD Information on non-DoD Information Systems, Enclosure 3.

7.17 Reporting Requirements

Report to an appropriate Government authority any information or circumstances which they are aware of that may pose a threat to the security of DoD personnel, Contractor personnel, resources and classified or unclassified defense information. The Contractor shall immediately notify the Government Security Office and CO of any potential or actual security incident or violation including potential or actual unauthorized disclosure or compromise of classified and/or controlled information.

7.18 Controlled/Restricted Areas

Implement local base procedures for entry to Air Force controlled or restricted areas where Contractor personnel shall work. The Government will complete an AF Form 2586, Unescorted Entry Authorization Certificate, completed and signed by the sponsoring agency's Security Manager, before a Restricted Area Badge will be issued. Contractor employees shall have a

favorably completed NACI investigation before receiving a Restricted Area Badge. Interim access may be granted IAW AFI 31-501, Personnel Security Program Management. Contractor personnel must have appropriate clearances prior to commencing work on this Task Order unless otherwise approved in writing by the CO.

7.19 Lock Combinations

The Contractor shall control access to all Government-provided lock combinations to prevent unauthorized entry. The Contractor is not authorized to record lock combinations without written approval by the COR. Records with written combinations to authorized secure storage containers, secure storage rooms, or certified vaults, shall be marked and safeguarded at the highest classification level as the classified material maintained inside the approved containers.

7.20 Restricted/Formerly Restricted Data

Obtain a final U.S. Government clearance at the appropriate level before obtaining access to RESTRICTED DATA and FORMERLY RESTRICTED DATA.

7.21 Classified Visits

The Contractor shall process all classified visit requests via the Defense Information System for Security DISS in support of tasks within DoD. Classified visits outside DoD will require Visit Authorization Letters IAW the NISPOM.

7.22 Facility Clearances

The Contractor shall maintain an off-base facility to manage personnel security clearances at the Secret though Top Secret Special Access Program levels. The Contractor shall comply with program security classification guides (SCGs) and shall mark and protect information in accordance with program SCGs. Additionally, the Contractor shall pass down the security requirements to all subcontractors and team members, as stated in the contract.

7.23 Operations Security (OPSEC)

The purpose of OPSEC is to reduce the vulnerability of USAF missions to adversary collection and exploitation of critical information. Critical Information is defined as information about USAF missions or activities the adversary needs to achieve their goals. The Contractor shall ensure compliance with DoDD 5205.02E, DoD Manual 5205.02-M, and/or other applicable Government security regulations including procedures to protect classified and/or controlled classified Government projects and/or programs. The Contractor shall ensure Contractor personnel who perform work on Peterson AFB or another Government facility comply with the OPSEC procedures of the facility. The Contractor shall implement security requirements as listed in the unit's OPSEC Plan, which will be provided as Government Furnished Information (GFI).

8. Government Furnished Equipment/Facilities

The Government will not be held liable for damages to the Contractor's personal or real property. All equipment must be authorized by the Government for use. Work products will be transmitted in a secure manner approved by the cognizant security official. For Official Use Only (FOUO) and sensitive non-classified data may be taken to alternative worksites if

necessary precautions are taken to protect the data, in accordance with DoD & USAF regulations. Except as stated in Section 5, the Government will make available the following as required to support any on-site effort:

1. Office Supplies.
2. Office space, office equipment (e.g. computers, desk, telephone, etc.) and network access.
3. Access to facilities and systems to include necessary proximity cards and computer access cards.
4. Specialized training.

8.1 Utilities

All utilities in the facility will be available for the contractor's use in performance of duties outlined in this PWS. The Contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible for operating under conditions that preclude the waste of utilities.

8.2. Facilities

The Government will furnish all necessary workspace for the contractor staff to support the requirements outlined in this PWS. This includes desk space, telephones, computers, and other items necessary to maintain an office environment.

The Government will provide access to facilities, office space, supplies and services, to include workstations, computers and phones. Access will be granted to classified and unclassified military local area network (LAN) services, classified military local area network services, LAN support, telephones, and reproduction facilities. If the Contractor determines additional equipment is required, the Contractor shall notify the Government, in writing, of the applicable information/equipment required to accomplish the mission.

The Contractor shall assume responsibility for all Government Furnished Equipment/Property in their possession. Government-issued badges, identification cards, passes, and vehicle registration media are accountable forms and, as such, are U.S. Government property to be accounted for, protected, and returned to the Government. This responsibility shall extend to any subcontractors.

8.3 Protection from Loss

Government furnished equipment/property must be reasonably protected from loss, theft, or unauthorized use. The Contractor shall be responsible for understanding security obligations and shall assist in the formulation of adequate procedures for the safeguarding of classified defense and other protected information that is under the Contractor's control. Procedures must also be developed for the normal and emergency protection of Government equipment and facilities under the Contractor's control.

ACRONYMS

A&AS	Advisory and Assistance Services
AFI	Air Force Instruction
BPA	Blanket Purchase Agreement
C2	Command & Control
CAR	Corrective Action Report
CDD	Capability Description Documents
CI	Configuration Item
CM	Configuration Management
CO	Contracting Officer
CONUS	Continental United States
COR	Contracting Officer Representative
CPAR	Contract Performance Assessment Ratings
CPD	Capability Production Documents
CSA	Configuration Status Accounting
CUI	Controlled Unclassified Information
DAL	Data Accession List
DARC	Deep Space Advanced Radar Concept
DDTC	Directorate of Defense Trade Controls
DISS	Defense Information System for Security
DoD	Department of Defense
DoDD	Department of Defense Directive
DoDI	Department of Defense Instruction
DS	Deep-Space
DSC2-D	Distributed Space Command and Control (DSC2) Center at Dahlgren
FAR	Federal Acquisition Regulation
FMS	Foreign Military Sales
FOIA	Freedom of Information Act
GEODSS	Ground-based Electro-Optical Deep Space Surveillance
GSA	General Services Administration
IAW	In Accordance With
ICDs	Interface Control Documents
IPR	In-Process Reviews
IPT	Integrated Product Team
ISSA	Integrated Space Situational Awareness
ITAR	International Traffic in Arms Regulations
LAN	Local Area Network
LCSP	Life-Cycle Sustainment Plans
NACI	National Agency Check plus written Inquiries
NE	Near Earth
NISPOM	National Industrial Security Program Operating Manual
OASIS	One Acquisition Solution for Integrated Services
OCI	Organizational Conflicts of Interest
OCONUS	Outside Continental United States

OPSEC	Operations Security
CO	Contracting Officer
PM	Program Manager
PMO	Program Management Office
PMR	Program Management Reviews
PWS	Performance Work Statement
QCP	Quality Control Plan
SAP	Special Access Programs
SCG	Security Classification Guide
SCI	Sensitive Compartmented Information
SETA	Scientific and Engineering Technical Assistance
SSC/PI	Program Management & Integration Directorate
SMC	Space and Missile Systems Center
SSC/ECZ	Space Superiority Systems Directorate
SSC/ECZG	Ground Based Space Surveillance Division
SOAR	Sustainment of Optical telescopes And Radars
SOI	Space Object Identification
SpOC	Space Operations Command
SSA	Space Situational Awareness
SSC	Space Systems Command
SSN	Space Surveillance Network
SST	Space Surveillance Telescope
STARCOM	Space Training and Readiness Command
STS-2	SMC Technical Support Follow-on
TAA	Technical Assistance Agreement
TDP	Technical Data Packages
TIM	Technical Interchange Meetings
TO	Technical Order
TRD	Technical Requirements Documents
TSRA	Training System Requirements Analysis
USAF	United States Air Force
USSF	United States Space Force
VTC	Video Teleconferences